

**Minutes of the Meeting of East Challow Parish Council  
Wednesday 10 March 2021 at 7.30pm held virtually online by Zoom.**

Present: Councillors Vanessa Bosley (Chair), Frances Webb (Vice Chair) Paul Barrow & Trevor Hayes.  
In attendance: Sheryl Sanders (Clerk) and Julia Evans (RFO)  
Others present: County Councillor Yvonne Constance  
Members of the Public: Mr A Gregson

		Action
19/21	<b>APOLOGIES FOR ABSENCE:</b> Councillor Sarah Parker	
20/21	<b>MINUTES OF MEETING HELD</b> Wednesday 20 January 2021 Cllr Hayes proposed accepting the minutes Cllr Barrow seconded. <b>RESOLVED.</b> The minutes were agreed.	
21/21	<b>DECLARATIONS OF INTEREST:</b> None were declared.	
22/21	<b>PUBLIC DISCUSSION TIME:</b> Mr Gregson was present to bring to the attention of the parish council the speed of vehicles which travel along the A417 and onward into the village. Councillor Constance responded to Mr Gregson's complaint. and about the recent roadworks carried out outside Old School House – there was a loose drain cover on the road which was causing a disturbance.	
23/21	<b>DISTRICT &amp; COUNTY COUNCIL MATTERS</b> County Councillor Yvonne Constance had requested that the repairs to the road and loose drain cover are reinstated following the work by Crest Nicholson to connect the main sewer to the Fullers Grove development.  Councillor Constance said that all power to enforce speed was with the police and they don't have time to enforce it. All built up areas are to be offered roads to have 20 mph speed limit – this will not apply to A roads.  Thames Valley Police is looking to revive the Speedwatch initiative. Councillor Constance will keep the parish council informed.  It was noted that 30mph signs had been removed from the A417 at East Challow. Councillor Constance will look into this.  The drain at the Woodhill lane junction had collapsed – repairs were to be completed by Oxfordshire County Council.  Councillor Constance was thanked for attending and left the meeting.  District Councillor Paul Barrow had circulated a report prior to the meeting. He reported that the Beacon was running a Covid-19 testing centre. A copy of the report is attached to the minutes.	
24/21	<b>PLANNING MATTERS:</b> The following comments were agreed. a) <b>P21/V0293/FUL</b> variation of conditions 1 (Approved plans), 5(Car Parking) & 6 (Bound.Details in Accord. with Spec.Plan) on application P18/V0744/RM. Reserved Matters application following Outline Approval P16/V0652/O (as varied by application no. P17/V2884/FUL) for the appearance, landscaping, layout and scale. Development of up to 88 dwellings including 40% affordable housing, landscaping and other associated works with all matters reserved with the exception of access. <b>Objection.</b>	

	<p>b) <b>P21/V0257/LDP</b> Internal alterations to form en-suite shower room. Trevoze Sarajac Avenue East Challow Wantage OX12 9SA <b>Noted</b></p> <p>c) <b>P21/V0208/HH</b> Erection of a timber shed. 2 Longs Cottages Main Street East Challow Wantage OX12 9SS <b>No objection</b></p> <p>d) Street trading consent application – In Fine Spirits (trading in the car park of RBL) <b>No objection</b></p>	
25/21	<b>UPDATE ON MATTERS NOT OTHERWISE COVERED ON THE AGENDA</b>	
	<p>a) <b>Update on Purchase of Noticeboard for the Nalderfields Development:</b> SSEN did not consent to the installation of a noticeboard onto the substation wall. A free-standing location will need to be found and consent from the landowner/highways will be required.</p> <p>b) <b>Update on Old School Lane Signage</b> The installation of the sign had not yet taken place. It was thought it could be installed when the no cycling signs are installed.</p> <p>c) <b>Update of WW1 Memorial Tree</b> There was no update on the purchase of the tree.</p> <p>d) <b>Update on Emergency Plan</b> Councillor Bosley and Councillor Hayes had not yet met to progress the emergency plan.</p> <p>e) <b>Update on No Cycling Signs</b>  A quotation for 2 'No Cycling' signs had been received. £35.83 for a sign and fixing plates suitable for installing on railings and £85.92 for a sign complete with an aluminium fixing post and fixings. The site had been checked, but there was not a suitable pole in existence to install the sign onto. The clerk will check with OCC if a pole can be installed. It was suggested that a second hand pole might be suitable cost reduction.</p> <p>f) <b>Update on Storage of Parish Council records</b> It had been agreed that the parish council minute books and files should be stored in the village hall. It was noted that a fireproof filing cabinet is required.</p>	<p>TH</p> <p>SP</p> <p>VAB/TH</p> <p>Clerk</p>
26/21	<b>ACCOUNTS</b>	
	<p>a) <b>To approve the February &amp; March payments</b>  Total for approval for February 2021 was £6791.11 Cllr Webb proposed, Cllr Bosley seconded. It was resolved to approve the February payments.  Total for approval for March 2021 was £2951.96 Cllr Webb proposed, Cllr Bosley seconded, It was resolved to approve the March payments.</p> <p>b) <b>To receive the internal interim audit report</b> The report had been circulated prior to the meeting. The report was noted and accepted by the council.</p> <p>c) <b>To review the risk register</b></p>	

	<p>The risk assessment had been circulated prior to the meeting. It was agreed to accept the risk assessment with an amendment – to add a statement regarding Covid -19 risk to the play area.</p> <p><b>d) To move monies to EMR</b> Proposed by Councillor Bosley and seconded by Councillor Webb it was resolved to move monies as proposed by the RFO to EMR (details attached to the minutes).</p> <p><b>e) To consider a donation to Wantage Independent Advice Centre</b> Proposed by Councillor Webb and seconded by Councillor Bosley it was resolved to give a donation of £100.00</p> <p><b>f) To review the membership to OALC</b> Proposed by Councillor Bosely, seconded by Councillor Webb. It was resolved to renew the annual membership to OALC at a cost of £180.14</p>	
27/21	<p><b>NEIGHBOURHOOD PLAN</b> Bluestone Planning were looking at the policies and suggesting changes. The policy document will be put together by Councillor Barrow and will be reviewed by the NP Steering Group. Councillor Barrow will purchase vouchers to the value of £100, £50 and £50 for the winners of the prize for returning the Neighbourhood Plan survey.</p>	PB
28/21	<p><b>SPEEDING</b> Councillors Barrow and Hayes had engaged with East Hanney Parish Council regarding SIDs (speed indication devices). It was noted that the parish council were happy with the functionality. A meeting will be arranged with Mark Francis of OCC to discuss the options for siting the SIDs in East Challow.</p>	PB
29/21	<p><b>S106 FUNDS – Public Art</b> A date had not yet been agreed for a meeting with Abi Brown from the District Council.</p>	Clerk
30/21	<p><b>FOOTPATHS/RIGHTS of WAY/BOATS</b> The repairs to Cornhill Lane had been delayed. Councillor Barrow will follow this up. It was noted that the hedge at 1 The Park and the hedge at the church needed cutting back. The clerk to write to the responsible parties requesting attention to the hedges.</p>	PB Clerk
31/21	<p><b>RECREATION AREA</b></p> <p><b>a) Play Area</b> The monthly inspection sheet had not been received.</p> <p><b>b) Allotments</b> The revised allotment rules had been circulated prior to the meeting. Proposed by Councillor Hayes and seconded by Councillor Webb. It was resolved to adopt the allotment rules.</p> <p><b>c) Car Park</b> New barrier gate - It was agreed that an A4 sign should be ordered alerting the public that the gate will be locked at dusk/9pm and unlocked before 7.30 am. A risk assessment for volunteers to lock and unlock the gate had been prepared. Councillor Hayes had looked at the document and felt it was suitable. The document will be circulated to the chairman and vice chairman.</p>	Clerk        Clerk

	<p><b>Tennis Court</b> It is intended to open the tennis court at Easter. The surface will need to be checked prior to the opening.</p> <p>d) <b>Pavilion</b> The de-energising of the electricity supply had not yet been completed due to Covid-19.</p>	
32/21	<p><b>DEFIBRILLATOR – REINSTATEMENT</b> Work to make adjustments to the telephone kiosk door had not been done. The chairman had made enquiries regarding a quote for this work – this had not been received. The chairman to chase. It was noted that the defibrillator had been de-activated until the repairs were carried out.</p>	VB
33/21	<p><b>CEMETERY</b></p> <p><b>a) Feedback from meeting with CDS</b></p> <p>Councillors Bosley, Hayes and Webb had met with Justin Smith of CDS to discuss the steps needed to find out where the water table is in the new cemetery so that it can be ascertained if burials can continue to take place.</p> <p>It was agreed that because of the cost of the process the project would not be taken forward at this time. It was agreed to wait until S106 monies were available to fund the project.</p> <p><b>b) Review of cemetery rules</b></p> <p>The cemetery rules had been circulated prior to the meeting. It was agreed to adopt the rules. The clerk had reported that there were 5 plots available for burials at Vicarage Hill Cemetery.</p>	
34/21	<p><b>TO AGREE THE DATE FOR THE ANNUAL MEETING OF THE PARISH COUNCIL</b> It was agreed that the annual meeting of the parish council would take place at 7.30pm 6 May 2021. The meeting will be held virtually online by Zoom.</p>	
35/21	<p><b>CLERK'S CORRESPONDENCE</b></p> <p>a) email regarding use of the football pitch – it was agreed that Councillor Barrow would contact Mr Moor regarding a possible meeting to discuss the possibility of his football team using the football pitch.</p> <p>b) email regarding parking Old School Lane – An email had been received and circulated from a resident in Old School Lane regarding the creation of a parking provision in Old School Lane. It was agreed that the parish council could not provide a parking area. The email had been acknowledged Councillor Bosley will prepare a response.</p> <p>c) email regarding speeding through the village- Councillor Barrow will prepare a response to be sent advising of the investigations the parish council is carrying out with Oxfordshire County Council to try to help reduce the speed of vehicles.</p> <p>d) OALC membership.</p>	PB VB PB
36/21	<p><b>ITEMS FOR CHALLOW NEWS:</b> Parking in the village.</p>	
37/21	<p><b>ANY OTHER BUSINESS – INFORMATION ONLY</b></p>	
38 /21	<p><b>DATE OF NEXT MEETING:</b> 6 May 2021 @ 7.30pm (Annual meeting &amp; May meeting)</p>	

The meeting closed 11.03 pm

Signed by Cllr Vanessa Bosley (Chair)